

DECEMBER 2023
EBS 338
INTRODUCTION TO GUIDANCE
AND COUNSELING
2 HOURS

Candidate's Index Number
Signature:

UNIVERSITY OF CAPE COAST
COLLEGE OF EDUCATION STUDIES
SCHOOL OF EDUCATIONAL DEVELOPMENT AND OUTREACH
INSTITUTE OF EDUCATION

COLLEGES OF EDUCATION
FOUR-YEAR BACHELOR OF EDUCATION (B.ED)
THIRD YEAR, END-OF-SECOND SEMESTER EXAMINATION, DECEMBER 2023

22ND DECEMBER 2023 INTRODUCTION TO GUIDANCE 2:00 PM – 2:30 PM
AND COUNSELING

This paper consists of two sections, A and B. Answer ALL the questions in Section A and TWO questions from Section B. Section A will be collected after the first 30 minutes.

SECTION A
(20 MARKS)

Answer ALL the questions in this Section.

For items 1 to 15, each stem is followed by four options lettered A to D. Read each item carefully and circle the letter of the correct or best option.

1. When a variety of objective data is gathered, organized and analysed to gain better understanding of the client, it is said to be giving service
A. appraisal
B. consultation
C. counselling
D. placement
2. Which of the following guidance services is termed as Inventory Service? service
A. Adaptive
B. Appraisal
C. Consultation
D. Distributive
3. In counselling there are two parties, namely
A. client and counselee.
B. counselee and receiver.
C. counsellor and client.
D. sender and receiver.

4. Which one of the following concepts is knowledge-based?
 - A. Consultation
 - B. Counselling
 - C. Evaluation
 - D. Guidance

5. Which of the following skills is **most** needed for effective counselling?
 - A. Communication
 - B. Data gathering
 - C. Organization
 - D. Planning

6. The assumption that 'man is both the product and the producer of his environment means every behaviour of man is the product of learning'. Which of the counselling approaches does this assumption refer to?
 - A. Behavioural approach
 - B. Client-centred approach
 - C. Directive approach
 - D. Eclectic approach

7. Which one of the following is **not** a basic principle of Guidance? Guidance is
 - A. based on recognizing the dignity and worth of individuals as well as their right to choose.
 - B. concerned primarily and systematically with the personal development of the individual.
 - C. continuous longitudinal and development process.
 - D. oriented towards compulsion and not co-operation.

8. When a pupil is transferred from one school to another, he is expected to carry along his
 - A. cumulative records card.
 - B. pupils record.
 - C. terminal report.
 - D. transfer.

9. The counselling practice where fairly matured students, usually in higher class, are coached and guided to provide counselling service in some selected problem areas to other students is known as counselling.
 - A. adult
 - B. child
 - C. parental
 - D. peer

10. Which one of the following activities fall under placement service?
 - A. Helping students to select appropriate academic programmes.
 - B. Informing students about the administrative set up of the school.
 - C. Introducing students to the physical facilities of the school.
 - D. Introducing students to the PTA chairperson.

11. Which of the following communication skills is sometimes referred to as unconditional positive regard?
 - A. Acceptance
 - B. Conveying
 - C. Empathic understanding
 - D. Genuineness

12. Which of the following approaches in counselling is associated with trait-factor approach?
 approach
- A. Behavioural
 - B. Client-centred
 - C. Directive
 - D. Eclectic
13. What is the name given to the guidance service that brings teachers and parents together?
- A. Appraisal
 - B. Consultation
 - C. Counselling
 - D. Orientation
14. The act of safeguarding the information and identity of clients in a counselling relationship is termed as
- A. confidentiality.
 - B. internal security.
 - C. sensitive.
 - D. unconditional positive regard.
15. The ability of the counselor to capture and grasp the messages by the client in both verbal and non-verbal forms is known as skills.
- A. acceptance
 - B. empathic
 - C. genuineness
 - D. listening

Items 16 to 18 are statements followed by True and False options. Read each statement carefully and indicate whether it is True or False by circling the letter of the correct option.

16. When a counselee cries in the course of telling the challenges he/she is facing, the counsellor can also cry alongside with him or her.
- A. True
 - B. False
17. Confidentiality in counselling has limits.
- A. True
 - B. False
18. Guidance is more intimate than counselling.
- A. True
 - B. False

For items 19 and 20, write the appropriate responses in the spaces provided.

19. A student in JHS 2 who has undergone counselling for an emotional problem was advised to repeat his class in order to cover all the lost lesson. Which guidance service will enable the student to cover all the lost lessons?
20. When a school counsellor realized that the counselee's problem was a medical situation, he then advised him to see a doctor. Which guidance service would the counsellor employ in this case?